C. V. Wenger, Inc.

10 Sanders Circle

Chambersburg, PA 17202

Phone: (717) 263-1469

Fax: (717) 263-9045

**www.cvwenger.com**

Employment Application

 (Please Print Clearly – complete all pages)

 Position(s) Applying for:

Application Date: \_\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_\_\_\_

Personal Information

First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone:\_\_\_\_\_-\_\_\_\_\_\_-\_\_\_\_\_\_\_\_ Work Phone: \_\_\_\_\_-\_\_\_\_\_\_-\_\_\_\_\_\_\_\_ Cell Phone: \_\_\_\_\_-\_\_\_\_\_\_-\_\_\_\_\_\_\_\_

DOB:\_\_\_\_/\_\_\_\_/\_\_\_\_\_\_ SSN:\_\_\_\_\_\_-\_\_\_\_\_\_-\_\_\_\_\_\_\_

Email Address: (if available) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

How did you hear about our company? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employment Information

Citizenship/Work Status:  U.S. Citizen Green Card Holder U.S. Permit/Visa Canadian Citizen  Canadian Work Permit/Visa

Current Employer: (if any) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Years of Work Experience **directly related** to the position applying for:\_\_\_\_\_\_\_\_\_\_\_\_\_

Employment Type Desired: Full-time  Part-time

Desired Compensation: $\_\_\_\_\_\_\_\_\_  Hourly  Annual

Other Compensations Desired: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

When are you available to start work? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Education

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **TYPE OF SCHOOL** | **NAME OF SCHOOL** | **LOCATION** | **# OF YEARS COMPLETED** | **MAJOR & DEGREE** |
| High School |  |  |  |  |
|  |  |  |  |  |
| College/University |  |  |  |  |
|  |  |  |  |  |
| Bus. Or Trade School |  |  |  |  |
|  |  |  |  |  |
| Professional School |  |  |  |  |
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Criminal History

Have you ever been convicted of a felony or misdemeanor (except any minor traffic violations)? No Yes

If yes, please explain and attach any relevant documentation. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Driver’s License Information

Do you have a valid driver’s license?  Yes  No

Do you have reliable transportation to work (please be specific)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Driver’s License number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State of Issue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Operator  Commercial (CDL)  Chauffeur Do you have a clean driving record?  Yes  No

List any moving violations and/or accidents from the last 3 years: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Military Service

Have you ever been in the armed forces? Yes  No Branch:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently a member of the National Guard or Reserves?  Yes  No

Specialty:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date Entered:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Discharge Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Work Experience

Please List your work experience for the past 5 years beginning with your most recent job.

If you were self-employed, give firm name. Attach additional sheets if necessary. Attach Resume if applicable.

|  |  |  |  |
| --- | --- | --- | --- |
| Name of employer:Address with city/state/zip:Phone: | **Name of last supervisor** | **Employment Dates** | **Pay or Salary**  |
|  | From:To: | Start:Final: |
| Your last job title: |
| Specific reason for leaving: |
| List the jobs you held, duties performed, skills used or learned, advancement or promotions while you worked at this company. |
| May we contact this employer?  Yes  No |
|   |
| Name of employer:Address with city/state/zip:Phone: | **Name of last supervisor** | **Employment Dates** | **Pay or Salary**  |
|  | From:To: | Start:Final: |
| Your last job title: |
| Specific reason for leaving: |
| List the jobs you held, duties performed, skills used or learned, advancement or promotions while you worked at this company. |
| May we contact this employer?  Yes  No |
| Name of employer:Address with city/state/zip:Phone: | **Name of last supervisor** | **Employment Dates** | **Pay or Salary**  |
|  | From:To: | Start:Final: |
| Your last job title: |
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|   |
| Name of employer:Address with city/state/zip:Phone: | **Name of last supervisor** | **Employment Dates** | **Pay or Salary**  |
|  | From:To: | Start:Final: |
| Your last job title: |
| Specific reason for leaving: |
| List the jobs you held, duties performed, skills used or learned, advancement or promotions while you worked at this company. |
| May we contact this employer?  Yes  No |

Additional Information

Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying. If you have a resume, please include it with this application.\

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Plumbing Industry Skills

**Plumbing Industry Skills Section Instructions:** Only select the specific industry skills that you consider yourself to be very knowledgeable about, with a high level of competency.

**What types of systems have you worked with?** (Select all that apply)

Backflow Prevention Fire Sprinkler Systems Sanitation Systems Boilers Geo Thermal Septic Systems Chilled Water Heating Systems

Storm Drainage Chillers Hot Water Systems Water Conditioners

Plumbing Industry Skills Continued

Circulating Systems Hydronic Water Filtration Systems Cold Water Systems

In-Floor Water Heaters Compressed Air Systems Irrigation Systems

Water Purification SystemsDistribution Systems Medical Gas Systems Well Water Systems

Drainage Systems Radiant Heating

**What types of pipe and lines have you worked with?** (Select all that apply)

ABS Pipes DWV Pipe Hydraulic Lines Oil Sewer Pipe

Air Lines FIP (Female Iron Pipe) IPS (Iron Pipe Size) Oxygen Lines Steel Pipe

Black Iron Pipe Flexible Hoses Lead Pipe Pneumatic Lines Supply Lines

Cast Iron Pipe Fuel LPG (Liquid Propane Gas) Propane Vacuum Lines

Copper Pipe Galvanized Pipe MIP (Male Iron Pipe) PVC Pipe Vitrified Clay Pipe

CPVC Pipe Glass Pipe Natural Gas Sanitary Lines Water

**What Applications do you have experience with?** (Select all that apply)

Aircraft Government Projects Industrial Off-Shore Residential

Clean Rooms Grocery Stores Marine Pools Restaurants

Commercial Hospitals Multi-Family Public Utilities Schools

Floating Floor

**What specific parts, pumps, valves, fittings, etc. have you worked with?** (Select all that apply)

Aerator Flange Roof Drains Fixtures

Air Admittance Valves Garbage Disposals Separators Water Hammer Arrestors

Air Gaps Grease Traps Sewage Ejectors Pumps

Ball Valves Ice Machines Showers Fixed Flow Restrictors

Bath Tubs Instant Hot Water Sinks Vent

Bidets Interceptors Sump Pumps Pressure Reducing Valves

Closet Flanges Leaders Supply Stops Fittings

Commodes Lift Stations Thermostatic Valve Valves

Compressors Lint Traps Traps Pressure Balance Valve

Dish Washers Mixing Valves Urinals Dual Check Valves

Diverter PEX insert fittings & valves Vacuum Breaker

**What Job Functions have you performed?** (Select all that apply)

Activity Reporting Activity Tracking Assembling Backflow

Brazing Budgeting Building Codes Carpentry

Plumbing Industry Skills Continued

Change Orders Chemical Septic Tank Treatment Clamping Client Interaction

Consultative Selling Contract Selling Contract Negotiations Contract/Proposal Preparation

Conventions/Trade Shows Cross Connection Customer Service Cutting Torch

Design/Build Designer Develop Relationships/Alliances Drafting

Draftsman Drain Cleaning Driving Drywall Repair

Engineer/PE Estimator Executive Flaring

Forecasting Foreman Four-Wheel Steel Pipe CutterGasket Join

General Construction General Manager Gluing Goal Setting

Hydro Jetting Hydrostatic Testing Inspector International Plumbing Code

Inventory Control Journeyman Layout Lead Generation

Lead Management Lead Oakum Joint Leadership Leak Detection

Leak Detection Equipment Machine Operator Maintenance Maintenance -Apartment

Manager Manufacturer Rep Market Analysis Material Handler

National Standard Plumbing Code Negotiate Contracts One-Wheel Steel Pipe Cutter Operate Power Tools

Operations Manager P&L PHCC Apprentice Program Pipe Bending

Pipe Cutting Pipe Joining Pipe Threading Pipe Threading Machine

Piping Plan-O-Grams/Schematics Plan/Spec Policy/Procedure Development

Power Driven Vise Stand Power Tools Product Demonstration Production

Project Management Promotions Development Proposal Development Prospecting/Lead Generation

Punch List Purchase Orders Purchasing Quality Assurance/Control

Re-piping Report Generation Reporting OEM

Field Supervisor Facility Manager Research Rough-In

Safety Coordinator Sales Sales- In Home Sales-Residential

Sales- Retail Sales- Wholesale Sales Management Area Service

Service Agreements Sewer Snakes Shipping/Receiving Sizing Pipes

Soldering Staffing Steamfitter Strategic Alliances

Superintendent Supervision Take-offs Team Building

Technician Trainer Troubleshooting Tubing Cutter

ULF (Ultra Low Flush) Under Slab Re-route Under Slab Repairs Uniform Plumbing Code

Water Service Welding NFSA Apprentice Program

Certifications & Licenses

**What Certifications & Licenses do you have?** (Select all that apply)

Apprentice Plumber License ICC Plumbing Code Official Journeyman Plumber License

ASPE-CPD (Certified in Plumber Design) ICC Plumber Inspector Master Plumber License

IAMPO Certified Inspector ICC Plumber Plans Examiner NSF Certification

ICC Commercial Plumber Inspector ICC Residential Plumbing Inspector Registered Profession Engineer

Include State and License Numbers for any license selected above, if applicable:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Other Licenses & Certifications held:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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HVAC/R Industry Skills

**HVAC/R Industry Skills Section Instructions:** Only select the specific industry skills that you consider yourself to be very knowledgeable about, with a high level of competency.

**What size of HVAC/R equipment have you worked with?** (Select all that apply)

1-5 Tons 5-20 Tons 20-50 Tons 50-100 Tons 100+ Tons

**Manufactures Equipment have you worked with?** (Select all that apply)

American Standard Delfield Kold Draft Ruud Toshiba

HVAC/R Industry Skills Continued

Andover Controls Electro Freeze Lennox Sani Serv Trane

Beverage Air Frigidaire Liebert Seibe Traulsen

Bryant Gibson Luxaire Siemens TRUE

Carrier Honeywell Manitowoc Storlting United

Coleman Hoshizaki Maytag Tappan Victory

Cornecius Ice O Matic McQuay Taylor Vogt

Crystal Tip ICEE Perlick Tekmar Westinghouse

Cummins & Woodward Johnson Controls Philco Thermo King York

Daikin Kelvinator Rheem

**What types of Equipment or Systems have you worked with?** (Select all that apply)

410A Chillers Freezers -Commercial Oil Split Systems

Absorption Systems Cold-Plate Systems Frozen Beverage Machines Ovens - Electric Steam

Air Dist. Equipment Commercial Cooking Equip Furnace Ovens - Gas Trailer Units

Air Handlers Cooling Towers Gas Package Units Transport Refrigeration

Ammonia Dehumidification Gas Stoves Parallel Refrigeration Variable Speed Equipment

Anti-Vibrations Dish Washers Geo Thermal Portable HVAC VAV

Appliances Dry Systems Ground Source Heat Pump Propane Ventilation

Appliances- Home Dry-Coolers Heat Pumps Puron VRF

Bobtail Units Dryers - Clothes Humidifications Radiant Heat VRV

Boilers Electric Stoves HVAC Equipment Reach-Ins Walk-Ins

Cascade Refrigeration Environmental Test Chambers Hydronic Recipricating Washers - Clothes

Central Plants Exhaust Systems Ice Cream Machines Refrigeration Water Heaters

Centrifungal FCB Machines Ice Machines Refrigerators Wet Systems

Chilled Water Forced Air Systems In-Floor Rooftop Units Window Units (ACS)

**What types of Parts & Accessories have you worked with?** (Select all that apply)

Coils Dampers Electric Motors HVAC Parts Sound Attenuators

Compressors Diffusers Fans Registers Vacuum Pumps

Condensers Duct Work Grills Sheet Metal Valves

**What Applications do you have experience with?** (Select all that apply)

Clean Rooms Government Projects Institutional Multi-Family Residential

Cold Storage Grocery Stores International Off-Shore Restaurants

Commercial Hospitals Light Commercial Pools Snow Melting

Floating Floor Industrial Marine

**What types of Building Automation or controls experience do you have?**

Building Automation Controls - Design Controls - Programming DDC Pneumatic Controls

Controls

**What Job Functions have you performed?** (Select all that apply)

Activity Reporting

Assembling

Brazing

Business Development

Carpentry

Change Orders

Client Interaction

Client/Account Management

Consultative Selling

Contract/Proposal Preparation

Engineer/PE

Estimating

HVAC/R Industry Skills Continued

Estimator Executive Expense Reports Fabrication

Facility Manager Field Supervisor Forecasting Foreman

General Construction General Manager Goal Setting Heat Transfer

Inspector Installation Installation – New Homes Installer

Instructor International Negotiate Contracts Operations Manager

P&L Leadership Pipefitter Lead Management

Piping Plan-O-Grams/Schematics Plan/Spec PLC

Plumbing Policy/Procedure Development Preventative Maintenance Project Management

Retro-Fit Sales Sales – In Home Sales- Residential

Sales- Retail Service Service Agreements Service Manager

Sheet Metal Worker Shipping/Receiving Start-Up Steamfitter

Strategic Alliances Supervision Welder NEBB

Team Building Energy Material Handler Reporting

Design/Build Take-Offs Customer Service Repair

Journeyman Superintendent Energy Management Market Analysis

Lead Generation Proposal Development NATE Certification LEED

Punch List Technician Designer Load Calculations

Purchase Orders Research Develop Relationships/Alliances Machine Operator

Purchasing Electrical Drywall Repair Manufacturing

Maintenance QA/AC Manager Engineer/BSME Welding

Drafting Maintenance – Apartment Quality Assurance/Control Test & Balance

Draftsman Manager Reading Blueprints Thermodynamics

Driving Relationship Management Trainer

Certifications & Licenses

**What Certifications & Licenses do you have?** (Select all that apply)

(CAMT) Certified Apartment Maint Tech HVAC Excellence –Gas Heat Journeyman Plumber License

Certified Energy Manager HVAC Excellence –Geo Thermal Master HVAC License

EPA 608 Type I HVAC Excellence – Heat Pumps Master Plumber License

EPA 608 Type II HVAC Excellence – Hydronics I NATE – A/C

EPA 608 Type III HVAC Excellence - Hydronics II NATE – Air Distribution

EPA 608 Universal HVAC Excellence – Oil Heat NATE – Gas Heat

HVAC Excellence- A/C ICE – Commercial Refrigeration NATE – Heat Pumps

HVAC Excellence – Commercial A/C ICE – Light Commercial A/C & Heating NATE – Oil Heating

HVAC Excellence – Commercial Refrigeration ICE – Residential A/C & Heating Oil Burner License

HVAC Excellence - Electrical Heat Journeyman HVAC License Registered Professional Engineer

Include State and License Numbers for any license selected above, if applicable:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Other Licenses & Certifications held:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Electrical Industry Skills

**Electrical Industry Skills Section Instructions:** Only select the specific industry skills that you consider yourself to be very knowledgeable about, with a high level of competency.

Electrical Industry Skills Continued

**What types of systems have you worked with?** (Select all that apply)

Access Control Hydraulic Systems Radio-RF Building Management

Low Voltage Security Systems CCTV Manufacturing EquipmentSignaling Systems Climate Control Mechanical Systems Solid State

Data Medium Voltage Street & Highway Lighting Elevators

Overhead Cranes Traffic Signaling Emergency Critical Load Distribution Systems

Pneumatic Systems Transistorized Subsystems Fire Systems Power Distribution

Voice/Telecom High Voltage

**What types of wiring have you worked with?** (Select all that apply)

110 4160 Cat5 Fiber Optic Phone

220 480 Coax

**What specific parts, accessories, or fixtures have you worked with?** (Select all that apply)

3- Way Switches Electrical Switchgear Assemblies Motors AC

Fluorescent Lighting Outlets Attic Fans Fuse Box

Panel Boards Ceiling Fans Fuses PLC

Circuit Breaker Box Generators Relays Conduit Pipe

Halogen Lighting Service Box Conduit Tubing Intercoms

Terminals Control Panel Lighting Fixtures – Recessed Transformers

DC Lighting Fixtures- Surface Mount Variable Frequency Drive Dimmer Switches

Load Centers Wall Switch Electric Meter Motor Controls

**What Applications do you have experience with?** (Select all that apply)

Aircraft Floating Floor Industrial Multi-Family Residential

Clean Rooms Government Projects Manufacturing Off-Shore Schools

Commercial Hospitals/Medical Marine Public Utilities

**What Job Functions have you performed?** (Select all that apply)

Activity Reporting Drywall Repair NETA Sales

Activity Tracking Electrical Compatibility OEM Sales – In Home

Engineer/PE Operate Power Tools Sales – Retail Estimator

Operations Manager Executive P&L Sales - Residential

Air Hammer Operation Plan-O-Grams/Schematics ANSI Fabricating

Plan/Spec Appliance Installation Facility Manager Planning

Assembling Field Supervisor Policy/Procedure Development

Forecasting Power Tools Service Building Codes

Foreman Service Agreements Business Development General Construction

General Manager Proposal Development Shipping/Receiving Carpentry

Goal Setting Sizing Wires/Cables Change Orders IEEE

Punch List Soldering Inspector Purchase Orders

Client Interaction Install Conduit Purchasing Installation

Superintendent Installation – New Construction Supervision Instructor

Take- Offs Team Building International Conduit Benders

Electrical Industry Skills Continued

Inventory Control Quality Assurance Control Connect Wires Journeyman

Read Blueprints Layout Read Schematics Contract Negotiations

Test Meter Operation Contract/ Proposal Preparation Lead Management Reporting

Tracing Short Circuits Leadership Research Trainer

Customer Service Machine Operator Rewire Structures Troubleshooting

Maintenance Rough-In Using Ammeters Maintenance Apartment

Run Wiring in Conduits Using Ohmmeters Design/Build Manager

Run Wiring Underground Using Oscilloscopes Designer Safety

Using Voltmeters Develop Relationships/Alliances Market Analysis Safety Coordinator

Dispatching Material Handler Wiring – Connecting Drafting

National Electrical Code Wiring – Installation Draftsman NEC Standards

Preventative Maintenance Wiring – Testing Driving Negotiate Contracts

Certifications & Licenses

**What Certifications & Licenses do you have?** (Select all that apply)

Apprentice Electrician License Master Electrician License Registered Professional Engineer

Journeyman Electrician License

Include State and License Numbers for any license selected above, if applicable:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Other Licenses & Certifications held:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Job Guidelines

All work is expected to be performed neatly, quickly and efficiently. Standing around is frowned upon. If there is nothing to do, please ask someone. There may be heavy lifting from time to time. If any of the other trades (Plumbing, Heating, etc.) are busy and the one you apply for is not, you will be expected to help out. You are expected to get along with all other employees. Failure to follow these guidelines is grounds to terminate your job.

If you understand and agree to these requirements, initial here \_\_\_\_\_\_\_\_\_\_\_

Job Regulations

1. You must wear a uniform.

2. No swearing, drinking or smoking inside buildings.

3. Hair, beard, mustache trimmed or clean shaven for safety reasons & appearance.

4. NO torn pants, shirts or coats.

5. You provide own work pants & boots

6. There is a 90 day trial period.

7. We provide partial shirts, coats & hats.

8. Good manners & courteous to all customers.

9. Able to drive all company trucks courteously

10. There will be evenings & weekends on call.

11. You may take truck home these weekends & evenings. Time and a half pay for evenings & weekends worked “on call”.

12. On call will be required.

13. Work-week on call get 4 hr. minimum pay whether you worked or not.

14. Evening & weekend time may be traded for time off. Must give two week notice of days wanted off. .

**Benefits of C. V. Wenger Full-time Employees**

 Health Insurance w/ Prescription  Full Dental

 Vision available at employee’s expense  Other Family Members may be added at cost to employee

 Worker’s Compensation  Retirement Plan

 Base amount Disability & Life Insurance  Paid Holidays & 3 Sick Days

 Yearly Raises based on performance & appearance

 1 Week Paid Vacation after 1 Year; After 3 Years – 2 weeks; After 8 Years- 3 Weeks

Professional References

Please list 3-4 **people you have worked with** who can attest to your On-The-Job experience and performance.

|  |  |
| --- | --- |
| Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Position:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Company:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Telephone: (\_\_\_\_)\_\_\_\_\_-\_\_\_\_\_\_\_\_\_\_\_\_\_Email Address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**AGREEMENT (PLEASE READ CAREFULLY BEFORE SIGNING)**

I certify that all the information on this application is accurate and complete to the best of my knowledge and understand that misleading or false statements will constitute sufficient cause for refusal of hire or termination of my employment.

I understand that neither the acceptance of this application nor the subsequent entry into any type of employment relationship with C. V. Wenger, Inc. creates an actual or implied contract of employment. I understand that, if I accept employment with C. V. Wenger, Inc., it will be on an at-will basis. This means that either C. V. Wenger, Inc. or I have the right to terminate the employment relationship at any time, for any reason, with or without cause.

I agree to submit to drug and alcohol testing, if requested by C. V. Wenger Inc., I release C. V. Wenger, Inc., and it’s employees, plus other persons or companies, from any and all liability arising out of or related in any way to such testing.

I authorize C. V. Wenger, Inc. to investigate information concerning my education, licensing, certifications, driving record, criminal history, employment experiences and all other aspects of my background relevant to my proposed employment. I release C. V. Wenger, Inc. and it’s employees from all liability arising from such investigation.

**Signature of Applicant:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_\_**

**Print Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

C. V. Wenger, Inc. is an equal employment opportunity employer. We adhere to a policy of making employment decisions without regard to race, color, religion, sex, sexual orientation, national origin, citizenship, age or disability. We assure you that your opportunity for employment with C. V. Wenger, Inc. depends solely on your qualifications.